

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814
(916) 323-2330



September 7, 1983

ALL-COUNTY LETTER NO. 83-95

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: PREPLACEMENT PREVENTIVE SERVICES QUARTERLY REPORT (SOC 291, REVISED 10/83)

REFERENCE: ACL 81-121

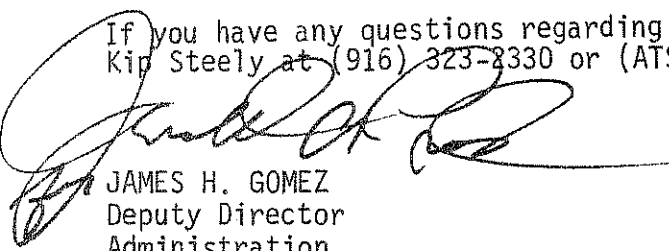
This letter transmits the Preplacement Preventive Services Quarterly Report Form and Instructions, SOC 291 (Revised 10/83), which replaces the current Child Protective Services Statistical Quarterly Report (Form SOC 291, 1/82). Recent legislation (W&I Code, Section 16501, Chapter 978, Statutes of 1982) enacted major changes to the Child Protective Services Program. Regulations pertaining to these changes have already been forwarded to the counties and, more recently, training on the new programs was provided to appropriate county staff. Briefly, the legislation mandates Preplacement Preventive Services in place of Child Protective Services. Preplacement Preventive Services consist of two components: (1) the Emergency Response Program; and (2) the Family Maintenance Program.

The new reporting requirements associated with the program changes are incorporated into the Preplacement Preventive Services Quarterly Statistical Report. Accurate reporting on this form will reflect all significant county activities in the area of child abuse and neglect.

Reporting on the revised SOC 291 form is to begin with the October-December 1983 report quarter. The last Child Protective Services Quarterly Report will be for the July-September 1983 report quarter.

Attached are copies of the revised SOC 291 form and instructions, and a form for optional use, the Worksheet for Individual Report (Form SOC 164). Copies of the new forms may be ordered from the State DSS Warehouse in late October.

If you have any questions regarding these reporting requirements, please call Kip Stealy at (916) 323-2330 or (ATSS) 473-2330.


JAMES H. GOMEZ
Deputy Director
Administration

Atch.

cc: CWDA

GEN 654 (9/79)

26-518 REPORT ON PREPLACEMENT PREVENTIVE SERVICES

Quarterly Report on Emergency Response Services Activity and
Family Maintenance Services Activity
(FORM SOC 291)

26-518.01 CONTENT

Form SOC 291 (Revised 10/83), Report on Preplacement Preventive Services, is designed to gather selected quarterly information on Preplacement Preventive Services (Emergency Response Services and Family Maintenance Services) provided to children in accordance with W&I Code, Section 16501, Chapter 978, Statutes of 1982 (SB 14). The report describes significant aspects of the emergency response/family maintenance investigation and intake process, the nature of services provided, and the usual information on the movement of cases. The revised report also collects data for those emergency response services program children served and funded by Emergency Assistance-Abused, Neglected and Exploited Children (EA-ANEC) Program. All counties are required to submit the completed report to the Department of Social Services each quarter.

26-518.02 PURPOSE

The data will provide the basis for reports to the Legislature, and will be used by DSS in estimating, budgeting, and allocating funds for Preplacement Preventive Services. It will also provide information to administrative and program personnel within the State Department of Social Services, county welfare departments, and other interested agencies and persons.

26-518.03 DISTRIBUTION

Annual reports to the legislature are required by Section 16512 of the Welfare and Institutions Code. Summaries of the information will be made available to interested agencies and persons.

26-518.04 DUE DATE

Quarterly reports are to be received in Sacramento on or before the last working day of the month following the report quarter. If no Preplacement Preventive Services (Emergency Response Services or Family Maintenance Services) were provided during the report quarter, please indicate that fact on the report form. Submit one copy of the completed report to:

State Department of Social Services
Statistical Services Branch
744 P Street, Mail Station 12-81
Sacramento, CA 95814

The Preplacement Preventative Services Report (SOC 291) consists of two sections. Section I collects information relating to emergency response services intake activity and caseload movement, including selected information on the number of children receiving services funded (all or in part) by the EA-ANEC program. Section II collects information on family maintenance services caseload movement and services provided to children receiving family maintenance services.

26-518.10 INSTRUCTIONS FOR COMPLETING FORM SOC 291

26-518.20 SECTION I. EMERGENCY RESPONSE SERVICES

PART A - EMERGENCY RESPONSE SERVICES CASELOAD MOVEMENT

Report counts of families and of service children.

Column Instructions:

Column 1: Families - Any unit that functions as a family. The SOC 164, Worksheet for Individual Report on Preplacement Preventive Services, may be used as the basis for the Family Count. The SOC 164 counts children only - a single SOC 164 will be used for each family, therefore, a count of the forms will give a count of the families.

Column 2: Service Children - Children in families who were investigated in the emergency response referral by the social worker at the time of the initial face-to-face contact.

Item Instructions:

Item 1: On hand, beginning of quarter - Report the number of families and children who received emergency response services in previous quarters and still were receiving emergency response services at the beginning of the current report quarter.

This number should be the same as reported in Section I, Part A, Item 5 of the preceding quarter's report. If these numbers do not agree, the discrepancy must be explained in a footnote.

Item 2: Received during current quarter - Report the total number of families and children who were referred and received an emergency response during the report quarter. An emergency response occurs only when there is a face-to-face contact. This count will be the same as Section I, Part C, Item 9. A telephone contact only is not to be counted here.

If the family received emergency response or family maintenance services and the services were terminated in the current quarter, and the family was referred again during the same quarter, count this as a new emergency response. This is an incidence count of the number of emergency responses in the quarter. This might happen several times during the report quarter.

It is possible that a child receiving family maintenance services, family reunification services or permanent placement services could be referred to the Emergency Response Services Program. Normally, this would not occur in the same district office, but it is possible in another district office in the same county. When an emergency response (face-to-face contact) occurs on behalf of a child currently in one of the above three programs, count the child as an emergency response case, and dispose of the emergency response case under Section I, Part B, Item 4. Do not show the child as terminated from family maintenance services.

EA-ANEC - In the sub-column, report the number of children in Column (2) that received services funded (all or in part) by Emergency Assistance - Abused, Neglected and Exploited Children (EA-ANEC) funds. This is a duplicated count and should always be equal to or less than the entry in Column (2).

- Item 2a. Number of responses initiated within two hours - Show the number of emergency responses from Item 2 that were initiated within two hours.
- Item 3. Total active during quarter - Add the entries for Items 1 and 2 above; do not include Item 2a.
- Item 4. Disposed of during quarter - Enter the counts of families and children that left Emergency Response Services Program status during the quarter, either by transfer to the Family Maintenance Services, Family Reunification Services or Permanent Placement Services Programs, or who were investigated (face-to-face contact) but required no further action. This entry will equal the sum of the entries in Part B, Item 5.

EA-ANEC - In the sub-column, report the number of children in Column (2) that received services funded (all or in part) by EA-ANEC funds at the time of the transfer. This is a duplicated count and should always be equal to or less than the entry in Column (2).

- Item 5. On hand, end of quarter - Enter the number of families and children still in emergency response services status at the end of the quarter. (Item 3 minus Item 4 equals Item 5.) These numbers will be carried over and become the entries for Section I, A, 1 of the following quarter's report.
- Item 6. Special Information - Make no entry for this item.
- Item 6a. How many from Item 4 were over 21 days? - Enter the number of families and service children whose emergency response services were extended beyond 21 calendar days by the court before their cases were transferred or closed. This is a duplicated count.
- Item 6b. No. of referrals - no investigation needed - This is an incidence count of emergency response services referral related CWD contacts in which it was determined that emergency response services were not

needed. (Where no face-to-face contact occurred, for example: telephone calls relating to emergency response services, information requests relating to emergency response services, etc.) This information will have to be developed separately from the worksheet (Form SOC 164). Emergency response referral related contacts will not be counted under I and R on the SOC 242.

PART B - EMERGENCY RESPONSE CASES DISPOSED OF DURING QUARTER

This part shows how the emergency response cases were disposed of during the quarter.

In cases where there are several children with different case dispositions, report each child under the specific category. Report the family under only one specific category, as follows: where only one of three children was to receive a family maintenance service, but all received an emergency response, report the two children under Item 4, but report the abused child and family under the principal reason--Item 1. This is an unduplicated count. Count the family only when the last child is transferred out of emergency response services.

Also, when reporting transfers to other counties, report the case disposition under the program the child was transferred to, e.g., family maintenance, etc. Occasionally, the social worker does not know the disposition of the emergency response case, or the intercounty transfer takes place at the end of the report quarter (before the emergency response case is closed), in such cases, report the family and child under Item 4.

Item Instructions:

Item 1. No. transferred to Family Maintenance - Report all emergency response services families and children transferred to family maintenance services during the report quarter. (This count will be the same as the count entered on Section II, Part B, Item 1.)

EA-ANEC - In the sub-column (EA-ANEC), report the number of children in Column (2) that received services funded (all or in part) by EA-ANEC funds at the time of the transfer. This is a duplicated count and should always be equal to or less than the entry in Column (2).

Item 2. No. transferred to Family Reunification - Report all emergency response services families and children transferred to family reunification services during the report quarter.

EA-ANEC - In the sub-column (EA-ANEC), report the number of children in Column (2) that received services funded (all or in part) by EA-ANEC funds at the time of the transfer. This is a duplicated count and should always be equal to or less than the entry in Column (2).

Item 3. No. transferred to Permanent Placement - Report all emergency response services families and children that were transferred to permanent placement services during the report quarter.

EA-ANEC - In the sub-column (EA-ANEC), report the number of children in Column (2) that received services funded (all or in part) by EA-ANEC funds at the time of the transfer. This is a duplicated count and should always be equal to or less than the entry in Column (2).

- Item 4. No. of cases investigated and closed - no further action needed -
Report the number of families and children that were investigated for services (face-to-face contacts only), but where the problem was resolved or no further service activity was warranted.

EA-ANEC - In the sub-column (EA-ANEC), report the number of children in Column (2) that received services funded (all or in part) by EA-ANEC funds at the time of the transfer. This is a duplicated count and should always be equal to or less than the entry in Column (2).

- Item 5. Total - Same as Part A, Item 4.

PART C - REASON FOR EMERGENCY RESPONSE

This part includes only those cases disposed of during the quarter.

Items 1 through 5 include the broad categories of abuse and neglect. The remaining Items 6 through 8 are other categories or reasons for response.

Since the reason given by the person referring a case may not be explicit or may not state the most important problem, the primary reason for the emergency response must be determined and reported by the social worker assigned to the case. Items 1 through 8 are prioritized by primary reason. Thus, if a child is receiving an emergency response for general neglect (Item 4) and physical abuse (Item 2), the social worker will report Item 2, physical abuse, as the primary reason because it has the higher priority for statistical reporting purposes. Since each child in a referred family may have different priorities, report each child under the highest priority for each child. Report the family under the highest priority for any one child in the family.

In this part, only one reason for the emergency response is acceptable for each family and for each child. This is an unduplicated count.

A count for each family should be entered in the item that describes the primary reason for the emergency response for the family. A count for each child should be entered in the item that describes the primary reason for the emergency response for each child.

Item Instructions:

- Item 1. Sexual Abuse - Means the victimization of a child by sexual activities including, but not limited to, those activities defined in Penal Code Section 11165(b) as "sexual assault".
- Item 2. Physical Abuse - Means nonaccidental bodily injury that has been or is being inflicted on a child. It includes, but is not limited to, those forms of abuse defined by Penal Code Sections 11165(d) and (e) as "willful cruelty or unjustifiable punishment of a child" and "corporal punishment or injury."

- Item 3. Severe Neglect - The negligent failure of a person having the care or custody of a child to protect the child from severe malnutrition or medically diagnosed nonorganic failure to thrive. "Severe neglect" also means those situations of neglect where any person having the care or custody of a child willfully causes or permits the person or health of the child to be placed in a situation such that his or her person or health is endangered, as prescribed by Penal Code Section 11165(d), including the intentional failure to provide adequate food, clothing, or shelter. Emergency responses initiated within two hours are usually for cases of severe neglect.
- Item 4. General Neglect - Means the negligent failure of a person having the care or custody of a child to provide adequate food, clothing, shelter, or supervision where no physical injury to the child has occurred. Emergency responses initiated within the five-day period (but after two hours) are usually for cases of general neglect.
- Item 5. Emotional Abuse - Means nonphysical mistreatment, the results of which may be characterized by disturbed behavior on the part of the child such as severe withdrawal, regression, bizarre behavior, hyperactivity, or dangerous acting-out behavior. Such disturbed behavior is not deemed, in and of itself, to be evidence of emotional abuse. Emotional abuse includes willfully causing or permitting any child to suffer, or inflicting thereon mental suffering, or endangering a child's emotional well-being as described in Penal Code Section 11165(d).
- Item 6. Caretaker Absence or Incapacity - Means absence of caretaker due to hospitalization, incarceration or death, incapacity of caretaker to provide adequate care for the child due to physical or emotional illness, disabling condition, or compulsive use of alcohol or narcotics. Include a child found on the street under this category if the primary reason for the child being found on the street was not included in Items 1 through 5, the general abuse/neglect categories.
- Item 7. Parent/Child Conflict - Means situations where a referral is received from a child, parent and/or community source requesting services in order to resolve family discord. Examples include runaways, teenage pregnancy where the parent(s) are requesting removal, out-of-control behavior, severe sibling conflict, etc.
- Item 8. Other - Circumstances which are not described by the above categories, but which required a response.
- Item 9. Total - Enter the sum of Items 1 through 8 above. This is the same as Part A, Item 2.
- Item 10. How Many from Item 9 were Abuse/Neglect in Out-of-Home Care? - Enter the number of children from Item 9 above that were abused/neglected while in Out-of-Home Care. This is a duplicated count.

PART D - EMERGENCY RESPONSE SERVICES PROVIDED

This part reports the number of children who received each of the listed preventive or remedial services. This is a duplicated count. Enter as many of the itemized services in Part D as were provided, but report only once any given type of service for each child. This will result in an unduplicated count of children receiving a specific type of service by each service.

Example: The family has two children, both of whom received emergency response services. During the quarter, one of the children spent five days in Emergency Shelter Care, and the family received three counseling sessions. Because one child received emergency shelter care, one child would be reported under "Emergency Shelter Care". However, both children would be reported once under each of the other services received, as follows:

	Children
1. Initial Intake	2
2. Crisis Intervention	2
Counseling	2
Emergency Shelter Care	1

Item Instructions:

Enter the appropriate count for each designated item.

- Item 1. Initial Intake - Means investigating the circumstances and facts regarding a referral for emergency response services to determine the potential for or existence of any condition(s) which place children at risk and in need of services; and to determine the services which would best protect the childrens' interest and welfare.
- Item 2. Crisis Intervention - Means determining the precipitant of the crisis; offering support to all family members; defusing the situation; and assessing the potential for harm to all family members.
- Item 3. Counseling - Means assisting the recipient to analyze and better understand the situation; selecting methods of problem-solving; identifying goals; and exploring alternative behavior.
- Item 4. Emergency Shelter Care - Means providing a protective environment for a child who must be immediately removed from his/her own home or current foster care placement, and who cannot be immediately returned to his/her own home.
- Item 5. Transportation - Means conveying a recipient from one place to another when mobility is necessary to support a specific service plan, and no other means of conveyance is available.
- Item 6. Total - Enter the total of Items 1 through 5.

26-518.30 SECTION II. FAMILY MAINTENANCE SERVICES

PART A - FAMILY MAINTENANCE SERVICES CASELOAD MOVEMENT

This part provides the caseload movement and number of families and service children receiving family maintenance services during the report quarter.

Item Instructions:

- Item 1. On hand, beginning of quarter - Enter the total number of family cases and service children receiving family maintenance services on the first day of the report quarter.
- This number should be the same as reported in Section II, Part A, Item 5 of the preceding quarter's report. If there is a discrepancy, it must be explained in a footnote.
- Item 2. Transferred to Family Maintenance during quarter - Enter the total from Section II, Part B, Item 5.
- Item 3. Total active during quarter - Enter the sum of Items 1 and 2.
- Item 4. Terminated Family Maintenance Services cases during quarter - Enter the sum of 4a., 4b., 4c., and 4d. This figure should be the same as Section II, Part C, Item 7.
- Item 4a. Open less than 6 months - Enter the number of family maintenance cases that had been open less than six months at the time of closing.
- Item 4b. Open 6 months, less than 9 months - Enter the number of family maintenance cases that had been open 6 to 9 months at the time of closing.
- Item 4c. Open 9 months, less than 12 months - Enter the number of family maintenance cases that had been open 9 to 12 months at the time of closing.
- Item 4d. Open over 12 months - Enter the number of family maintenance cases that had been open more than 12 months at the time of closing.
- Item 5. On hand, end of quarter - Enter the result of subtracting Item 3 minus Item 4.

PART B - TRANSFERRED TO FAMILY MAINTENANCE SERVICES

This part reports the number of families and children transferred to family maintenance services and reports what program they were in prior to the transfer.

Item Instructions:

- Item 1. Transferred from Emergency Response - Enter the total of 1a. and 1b. This figure should equal Section I, Part B, Item 1.

- Item 1a. Voluntary - Enter the number of families and children from Item 1 where the family gave its voluntary consent to receive family maintenance services.
- Item 1b. Court Ordered - Enter the number of families and children from Item 1 where the court ordered their participation in the Family Maintenance Services Program.
- Item 2. Transferred from Family Reunification - Enter the number of families and children transferred from family reunification services to family maintenance services.
- Item 3. Transferred from Permanent Placement - Enter the number of families and children transferred from permanent placement services to family maintenance services.
- Item 4. Transferred from other counties or agencies - Enter all other families and children transferred to family maintenance services that were not shown under Items 1 through 3.
- Item 5. Total - Enter the total families and children transferred to family maintenance services. This is the sum of Items 1 through 4. This figure should be the same as Section 2, Part A, Item 2.

PART C - REASONS FOR TERMINATION OF FAMILY MAINTENANCE SERVICES

This part describes the principal reason family maintenance services were terminated. Only the principal reason should be reported. This is an unduplicated count.

In cases where there are several children with different case dispositions, report each child under the specific principal category. [For purposes of Section II, Part A, Item 4, Column (1), the family case is not terminated as long as one child in the home is receiving family maintenance services.]

Examples:

1. There are two children in the family. Both children receive family maintenance services during the quarter. One of the children is transferred to family reunification while the other child remains in the home; report only the one child transferred to the Family Reunification Services Program under Part C, Item 5, and Part A, Item 4.
2. Same case. In the following quarter, the child that remained in the home is dismissed by the court. Count the remaining child under Part C, Item 2, and count the family and child under Part A, Item 4.
3. Same family, but both children's services are terminated on the same day. Count one child each under Part C, Item 2 and Item 5. Count the family and both children under Part A, Item 4.

It is possible that a Family Maintenance Services Program child could be referred to the Emergency Response Services Program. Normally, this would not occur in the same district office, but it is possible in another district office

in the same county. When an emergency response (face-to-face contact) occurs on behalf of a child currently in family maintenance services, count the child as an emergency response case, and dispose of the emergency response case under Section I, Part B, Item 4. Do not report the child as terminated from family maintenance services.

Item Instructions:

Items 1 through 6. Self-explanatory - Enter appropriate count for each item.

Item 7. Total - The total number of children whose cases were terminated during the quarter. Same as Section II, Part A, Item 4. Also Item 7, below.

However, report the case, where service objectives are not achieved and the time limits expire, under Item 1.

PART D - FAMILY MAINTENANCE SERVICES PROVIDED

This part reports the number of children who received each of the listed preventive or remedial services. This is a duplicated count. Enter as many of the itemized services in Part C as were provided, but make only one entry for any given service for each child. This will result in an unduplicated count of children receiving each type of service.

Item Instructions:

Enter the appropriate count for each designated item. Then enter the sum of Items 1 through 7 in the space provided.

- Item 1. Counseling - Means assisting the recipient to analyze and better understand the situation; selecting methods of problem solving; identifying goals; and exploring alternative behavior.
- Item 2. Emergency Shelter Care - Means providing a protective environment for a child who must be immediately removed from his/her own home or current foster care placement, and who cannot be immediately returned to his/her own home.
- Item 3. Parenting Training - Means child development, home management and consumer education provided through social services and/or specialized formal instruction and practice in parenting skill achievement.
- Item 4. Respite Care - Means the provision of prearranged care in residential settings other than the child's own home when a parent is absent or incapacitated, and a determination has been made that temporary placement is in the child's best interest. Respite care is offered as part of a service plan to allow a temporary respite of parental duties, so that the parent is able to perform other responsibilities necessary to improve or maintain the parenting function.
- Item 5. Teaching and Demonstrating Homemaker - Means a person who provides homemaking instruction through discussion and example to parents/caretakers and/or families when parental functioning can be improved by teaching more effective child care skills and home maintenance.

Although this does not include the routine provision of regular homemaker services, teaching and demonstrating homemakers may provide direct child care and home maintenance services incidental to the primary goal of improving parent functioning through demonstrating and teaching the skills required to successfully manage and maintain the home and meet the needs of children in that setting. This instruction is available on a 24-hour basis as resources permit. It does not necessarily have to be provided during the parents' presence in the home.

- Item 6. Temporary In-Home Caretakers - Means a person who provides temporary care to a child in his/her own home in lieu of out-of-home placement when a parent(s)/guardian(s) is unable to care for the child because of an absence or illness and there is no other caretaker available to provide necessary care. Temporary in-home caretakers do not provide routine, ongoing child day care.
- Item 7. Transportation - Means conveying a recipient from one place to another when mobility is necessary to support a specific service plan, and no other means of conveyance is available.
- Item 8. Total - Enter the sum of Items 1 through 7.

26-518.90 FORM SOC 291 AND WORKSHEET SOC 164

Section 26-518-90 includes Form SOC 291, the Preplacement Preventive Services Quarterly Report, and Form SOC 164, the Worksheet for individual report on Preplacement Preventive Services.

FORM SOC 291

At the top of the front of the SOC 291, provide the name of the county and the month and year the report quarter ended. Enter the figures required for each item on the form. If there is nothing to report on an item, enter "0". Do not leave any items blank.

FORM SOC 164

Form SOC 164 is a worksheet (with instructions for the Social Worker) provided to help counties meet the requirement of a quarterly report on preplacement preventive services. The principal purpose of the Form SOC 164 and instructions is to enable counties to collect, and compile, in a uniform format on an ongoing basis, data required in summary form on the report of Preplacement Preventive Services, Form SOC 291. The SOC 164 will count children only. Each SOC 164 will be the basis of the family count.

The items on Form SOC 164 correspond to the items on Form SOC 291, and are defined exactly as they are in Division 30.

Section I of the SOC 164 provides data on Emergency Response Services and Section II provides data on Family Maintenance Services. The worksheet is designed so that counties may send the emergency response side with the case file when the case is transferred to family maintenance services (and send a photocopy to the statistician responsible for the SOC 291) or start a new SOC 164, Section II with the family maintenance services case file, etc. Counties have the necessary latitude with this report form to manage their internal systems while providing the state with the preplacement preventive services reporting as required.

WORKSHEET FOR INDIVIDUAL REPORT ON PREPLACEMENT PREVENTIVE SERVICES

SECTION I — EMERGENCY RESPONSE SERVICES

IDENTIFYING INFORMATION

FAMILY LAST NAME	FAMILY FIRST NAME(S)	CASE NUMBER
CHILD(REN)'S LAST NAME	CHILD(REN)'S FIRST NAME(S)	WORKER IDENTIFICATION NUMBER

PART A. EMERGENCY RESPONSE SERVICES CASE INFORMATION

1. Date Emergency Response Case was received _____
- a. Number of children at risk _____
- b. Number of children from 1a eligible for EA-ANEC ()
2. Was the Emergency Response initiated within 2 hours? ☐ Yes ☐ No

PART B. REASON FOR THE EMERGENCY RESPONSE

NUMBER OF CHILDREN

(Count Child Only Once - In Order of Priority)

1. Sexual Abuse
2. Physical Abuse
3. Severe Neglect (ER initiated within 2 hours)
4. General Neglect (ER initiated within 5 days)
5. Emotional Abuse
6. Caretaker Absence or Incapacity
7. Parent/Child Conflict
8. Other
9. Total

10. How many children from Item 9 were Abused/Neglected in Out-of-Home Care ()

PART C. EMERGENCY RESPONSE SERVICES PROVIDED

(Count Child Once for Each Type of Service Received)

1. Initial Intake
2. Crisis Intervention
3. Counseling
4. Emergency Shelter Care
5. Transportation
6. Total

PART D. REASON FOR TERMINATION OF EMERGENCY RESPONSE SERVICES

DATE TERMINATED	# OF CHILDREN		# OF CHILDREN FUNDED BY EA-ANEC
	21 DAYS AND UNDER	OVER 21 DAYS	

1. Transferred to Family Maintenance
2. Transferred to Family Reunification
3. Transferred to Permanent Placement
4. Investigated and closed (or resolved) - no further action needed
5. Total

IDENTIFYING INFORMATION

FAMILY LAST NAME	FAMILY FIRST NAME(S)	CASE NUMBER
CHILD(REN)'S LAST NAME	CHILD(REN)'S FIRST NAME(S)	WORKER IDENTIFICATION NUMBER

PART A. FAMILY MAINTENANCE SERVICES CASE INFORMATION

1. Number of children at risk: 2. Date Services case established:

PART B. SOURCE OF FAMILY MAINTENANCE SERVICE CASE

NUMBER OF CHILDREN

1. Case transferred from Emergency Response - Voluntary
2. Case transferred from Emergency Response - Court Ordered
3. Case transferred from Family Reunification
4. Case transferred from Permanent Placement
5. Case transferred from other Counties or Agencies
6. Total

PART C. FAMILY MAINTENANCE SERVICES PROVIDED

1. Counseling
2. Emergency Shelter Care
3. Parenting Training
4. Respite Care
5. Teaching and Demonstrating Homemaker
6. Temporary In-Home Caretakers
7. Transportation
8. Total

PART D. REASON FOR TERMINATION OF FAMILY MAINTENANCE CASE

DATE
TERMINATED

NUMBER OF CHILDREN

LENGTH OF TIME CASE WAS OPEN

UNDER 6 MONTHS	6 MOS. LESS THAN 9 MOS.	9 MOS. LESS THAN 12 MOS.	OVER 12 MONTHS
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1. Services objectives achieved and voluntary services terminated
2. Services objectives achieved and court dismissed dependency
3. Time limits expired and no further services ordered by the court
4. Referred to other non-CWD agencies and closed
5. Transferred to Family Reunification or Permanent Placement
6. Other
7. Total

PREPLACEMENT PREVENTIVE SERVICES**QUARTERLY REPORT ON EMERGENCY RESPONSE SERVICES
ACTIVITY AND FAMILY MAINTENANCE SERVICES ACTIVITY**

COUNTY	1
QUARTER ENDING	2
	19

SECTION I — EMERGENCY RESPONSE SERVICES

PART A. EMERGENCY RESPONSE SERVICES CASELOAD MOVEMENT	(EA - ANEC CHILDREN)	(1) FAMILIES	(2) SERVICE CHILDREN
1. On hand, beginning of quarter		3	4
2. Received during current quarter (Same as Part C, Item 9) ()	6	6	7
a. Number of responses initiated within 2 hours ()		8	9
3. Total active during quarter (Sum of 1 and 2) ()	12	10	11
4. Disposed of during quarter (Same as Part B, Item 5) ()		13	14
5. On hand, end of quarter (Item 3 minus Item 4) ()		15	16
6. SPECIAL INFORMATION:		17	18
a. How many from Item 4 were over 21 days? ()		19	20
b. Number of referrals - No investigation needed (ER Telephone Contacts) ()			

PART B. EMERGENCY RESPONSE CASES DISPOSED OF DURING QUARTER

1. Number transferred to Family Maintenance ()	21	22	23
2. Number transferred to Family Reunification ()	24	25	26
3. Number transferred to Permanent Placement ()	27	28	29
4. Number of cases investigated and closed - no further action needed ()	30	31	32
5. Total (Same as Part A, Item 4) ()	33	34	35

PART C. REASON FOR EMERGENCY RESPONSE

1. Sexual Abuse	36	37
2. Physical Abuse	38	39
3. Severe Neglect (ER initiated within 2 hours)	40	41
4. General Neglect (ER within 5 days)	42	43
5. Emotional Abuse	44	45
6. Caretaker Absence or Incapacity	46	47
7. Parent/Child Conflict	48	49
8. Other	50	51
9. Total (Same as Part A, Item 2)	52	53
10. How many from Item 9 were Abuse/Neglect in Out-of-home care? ()		54

PART D. EMERGENCY RESPONSE SERVICES PROVIDED

1. Initial Intake		55
2. Crisis Intervention		56
3. Counseling		57
4. Emergency Shelter Care		58
5. Transportation		59
6. Total		60

SECTION II - FAMILY MAINTENANCE SERVICES

PART A. FAMILY MAINTENANCE SERVICES CASELOAD MOVEMENT		(1) FAMILIES	(2) SERVICES CHILDREN
1. On hand, beginning of quarter		61	62
2. Transferred to Family Maintenance during quarter		63	64
3. Total active during quarter		65	66
4. Terminated Family Maintenance services cases during quarter		67	68
a. Open less than 6 months		69	70
b. Open 6 months, less than 9 months		71	72
c. Open 9 months, less than 12 months		73	74
d. Open over 12 months		75	76
5. On hand, end of quarter		77	78

PART B. TRANSFERRED TO FAMILY MAINTENANCE SERVICES

1. Transferred from Emergency Response (Section I, Part B, Item 1)	79	80
a. Voluntary	81	82
b. Court Ordered	83	84
2. Transferred from Family Reunification	85	86
3. Transferred from Permanent Placement	87	88
4. Transferred from other Counties or Agencies	89	90
5. Total (Same as Section II, Part A, Item 2)	91	92

PART C. REASONS FOR TERMINATION OF FAMILY MAINTENANCE SERVICES

1. Services objectives achieved and voluntary services terminated		93
2. Service objectives achieved and court dismissed dependency		94
3. Time limits expired and no further services ordered by the court		95
4. Referred to other non-CWD Agencies and closed		96
5. Transferred to Family Reunification or Permanent Placement		97
6. Other		98
7. Total (Same as Section II, Part A, Item 4)		99

PART D. FAMILY MAINTENANCE SERVICES PROVIDED

1. Counseling		100
2. Emergency Shelter Care		101
3. Parenting Training		102
4. Respite Care		103
5. Teaching and Demonstrating Homemaker		104
6. Temporary In-Home Caretakers		105
7. Transportation		106
8. Total		107

COMMENTS

PERSON TO CONTACT REGARDING THIS REPORT

TELEPHONE NUMBER

DATE